



Jesus said, "I am the vine,  
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John 15.5

## Golden Grove Lutheran Primary School Parents & Friends Meeting Minutes

<b>Date</b>	Monday 8 May 2023
<b>Time</b>	7.30pm
<b>Location</b>	Staff Admin Building
<b>Attendees</b>	Will Wallace, Michelle Parcell, Claire Rathjen, Sarah Kumela, Stephen Tiller, Karen McKinnon, Daminee Hattam and Maree Kairl.
<b>Apologies</b>	Lauren Neumann, Kylie Chinca, Tammie Switala, Neil McKinnon, Tim Kriewaldt.
<b>No</b>	<b>Minutes</b>
1	<b>Opening:</b> <ul style="list-style-type: none"> <li>Welcome</li> <li>Devotion &amp; Prayer</li> </ul>
2	<b>Attendance &amp; Apologies – noted above</b>
3	<b>Minutes from Previous Meeting</b> <p>Michelle asked if the minutes of the previous meeting 3<sup>rd</sup> April 2023, as sent via email, are true and correct.</p> <p>Moved: Stephen Tiller                      Seconded: Karen McKinnon</p>
4	<b>Upcoming Events</b> <ul style="list-style-type: none"> <li><b>Mother's Day</b> – To be set up Thursday afternoon. No P&amp;F contribution but volunteers welcome to assist Class Carers!</li> <li><b>MOT</b> – (Wed 31<sup>st</sup> May). Discussed crumpets option as easy to heat up on BBQ with toppings of butter, vegemite, jam and honey (squeeze bottles where possible). Require 300 crumpets (50 x 6 packs) + gluten free option, ready for 8am start. Will to let Café know of the MOT date.</li> </ul>
5	<b>Action Items from previous meeting</b> <ul style="list-style-type: none"> <li><b>Events Feedback</b> <ul style="list-style-type: none"> <li><b>Foundation Pizza Night</b> – (Fri 24<sup>th</sup> March) – Good feedback, cheaper pizza option and no fruit reduced costs and wastage. P&amp;F provided pizza, garlic bread and drinks (need more cider next time). Original format (children starting with parents) worked well, need to note location on flyer next time.</li> <li><b>Sports Day</b> – (Fri 31<sup>st</sup> March) – Community building with church, who did well with cake stall too. Coffee van feedback also good. P&amp;F BBQ successful, sales total \$1240 (\$730 from the square). Good to have both payment options and round numbers worked well (\$2 drink and \$3 snag). 400 snags, same number for next year.</li> </ul> </li> </ul>



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	<ul style="list-style-type: none"> <li>• <b>Nature Play</b> – Michelle provided feedback collated by Lauren from the students and teachers (attached). P&amp;F did not request feedback from students and clarified P&amp;F is seeking feedback from staff on the proposed Nature Play design. All agreed for Climbing Trees to be invited to speak with the staff, to present the design with an educational insight and background, to address the feedback received.  Michelle to take queries regarding drainage, welcome sign and fence/security to Climbing Trees and request a quote with clear stages and timelines. Michelle will then seek an additional 2 x quotes (on the same proposed design) to present to FRAC. Will to speak with Tanya for potential companies for quotes.</li> <li>• <b>Constitution</b> – Terms of Reference: small change to bank spend (\$ value) and request for P&amp;F Budget. All resolved and Will to distribute updated version.</li> <li>• <b>P&amp;F Group email</b> – Michelle to provide access to P&amp;F Exec team, who will then set up folders to centralise information.</li> <li>• <b>2023 Events:</b> <b>Date Night</b> – Michelle to follow up with Vicki for alternative date in Term 3. Other events discussed: <b>Friday Night Beers &amp; Burgers</b> – Community building event. \$10 ticketed event to cover burger and one beer. Extra tastings/sales available by local brewery (612?) and footy on the big screen (avoid SA team playing in Adelaide). Date TBC. <b>Paint and Sip Event</b> – Kmart version to keep costs down. All agreed to postpone this event until next year. <b>Family Quiz Afternoon</b> – Community building event and joint event with Church. Michelle to speak with Joel for Term 3 dates. Will confirmed can look into Kahoot account. BYO drinks and snacks. Date TBC.</li> <li>• <b>Teacher's Wishlist</b> – Vests request - ongoing. Michelle to discuss with Frank. Circuit Packs (David Gardner) – Moved to next meeting (as Lauren an apology).</li> </ul>
6	<p><b>Principal's Report (combined with School Board Report) –</b> <u>Recent school events:</u> Year 5/6 camp Cross country Athletics, Futsal, Basketball and lacrosse starting Term 2. Some new students this term and Principal Tours coming up. <u>Upcoming events:</u> Mother's Day Stall Maths online challenge Year 3/4 Art Workshop Year 5/6 Da Vinci Decathlon</p>



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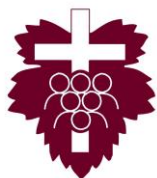
	<p>Year 3/4 Camp (24-26 May)</p> <p>Peace Pole unveiling (Assembly 29 May)</p> <p>MOT (Wed 31 May)</p> <p>Colour Run (2 June) will be a fundraiser for the GGLPS Nature Play project. School to pay for items to run the event, with donations to be received via QKR! app.</p> <p><u>General Updates:</u></p> <p>Rob Mills working on the 2022 School Yearbook.</p> <p>Eve Dunn has joined the staff at GGLPS (Finance).</p> <p>New system being set up (TASS)</p> <p>Jayne Zadow working on updated curriculum (for PYP).</p> <p>GGOSH playground soft fall to be replaced.</p> <p>Consultants looking at options for potential ELC. Looking at different combinations of buildings.</p> <p>Strategic Planning continues, feedback opportunity coming up soon.</p>
7	<p><b>Treasurer's Report –</b></p> <p>Claire presented the P&amp;F Budget to FRAC (as part of the Terms of Reference request).</p> <p>P&amp;F Budget has been approved! Well done Claire!</p> <p>Feedback from FRAC:</p> <p>Purpose of P&amp;F:</p> <ul style="list-style-type: none"> <li>• Being a voice for parents (presenting parent views)</li> <li>• Promoting community (community building)</li> <li>• Supporting Students with their educational experience ie Teachers Wish List</li> </ul> <p>P&amp;F Budget brings the above purpose back into line.</p> <p>Clear criteria to be presented to the teachers, for future Teacher's Wishlist requests. \$ for \$ contribution agreed for Nature Play Project.</p> <p>In September 2023, P&amp;F Exec will meet to set Budget for the next financial year. P&amp;F Levy increased 5% this year (first increase for a long time). Anything out of the Budget scope to be presented to FRAC. So Items presented in the budget approved Nature Play, mural payout and spending for student welfare and events. FRAC advised per the Term of Reference, amounts under \$500 can be approved by an email chain among committee members, anything over that amount must be brought to a meeting.</p> <p>Claire is finalising information/reports received from Tanya, and the should be regular Treasurer's Reports tabled at meetings going forward</p>



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8	<p><b>General Business</b></p> <ul style="list-style-type: none"><li>• Uniform Shop - Will confirmed no bookings required. Can approach office anytime. Qkr! option available soon. Skort is now available for purchase from uniform shop.</li><li>• LJ Hooker Coffee Van – Successful on PIN night. \$50-60 raised. Looking to book for Sports Day next year.</li><li>• Lifevac (lifevac.net.au) – Will confirmed school to purchase.</li><li>• Skoolbag/Website – P&amp;F section of the GGLPS website needs to be updated ASAP (Chair report, Agendas, Minutes etc) to ensure transparency for all families. Will to speak with Kelly. TASS will be more user friendly.</li><li>• GGOSH gate – Request for gate to be opened at school departure time for 10 mins to allow families to use this exit point without the gate code. Will to speak with Vicki.</li></ul> <p><b>Meeting Closed at 9.30pm</b></p>
9	<p>Next Meeting – <b>Monday 19<sup>th</sup> June 2023 at 7.30pm</b> (in Staff Admin Building)</p>



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### Action Items:

No	Description	Responsible	Status
1	<b>P&amp;F 2023 Budget</b> Budget to be presented to FRAC. Review spending and advise what is not the responsibility of the P&F. 5 points to be applied to Teacher Wishlist spending.	Claire	Ongoing
2	<b>MOT</b> Wed 31 <sup>st</sup> May Crumpet costings to be explored (300 crumpets)	Michelle/Kylie	Ongoing
3	<b>Nature Play</b> Quotes to be requested from Climbing Trees (and an additional 2 companies), all based on the same proposed design. Invite Climbing Trees to present design to teachers.	Will/Michelle	Long term Project
4	<b>Constitution</b> Terms of Reference approved. Will to distribute updated version to P&F committee.	Will	Ongoing
5	<b>P&amp;F Group email</b> Michelle to provide log in details to P&F Exec team. Exec team to discuss how best to file information under folders.	Michelle P&F Exec Team	Ongoing
6	<b>P&amp;F 2023 events</b> <b>Date Night</b> - Michelle to request alternative Term 3 dates from Vicki. <b>Friday Night Beers &amp; Burgers</b> – Michelle to speak with 612 Brewery for interest and available dates. <b>Family Quiz Afternoon</b> – Michelle to speak with Joel for possible dates in Term 3. <b>SPA</b> – To be discussed next meeting.	Michelle	Ongoing
7	<b>Teacher's Wishlist</b> <b>GGOSH/School vests</b> – Michelle to speak with Frank. Lauren to look at comparative quotes. <b>Circuit Packs</b> – Lauren to liaise further with David Gardner for further information and pricing.	Michelle Lauren	Ongoing
8	<b>GGLPS Website</b> Will to speak with Kelly to update the P&F section of the GGLPS website (Chair report, agendas, minutes)	Will/Kelly	Ongoing
9	<b>GGOSH Gate</b> Will to speak with Vicki, gate to be opened for 10mins at school departure time to allow families to exit without need to know the gate code.	Will	Ongoing